



**City of Newton, Massachusetts**  
Inspectional Services Department  
1000 Commonwealth Avenue Newton, Massachusetts 02459

Phone  
617.796.1060

Fax  
617.796.1086

## **EFFECTIVE IMMEDIATELY**

We will no longer accept any plumbing, gas or electrical permits that are not complete or do not have all the required documents on file. The required documents are as follows:

- 1) Copy of appropriate **signed** license/s
- 2) Workers' Compensation Insurance Affidavit
- 3) "ACORD" Certificate of Liability Insurance showing Liability for electrical permits only
- 4) "ACORD" Certificate of Liability Insurance showing Workers' Compensation unless you are a sole proprietor

**If these items are not on file or are expired you must have them sent while you wait or you can return once you have a complete application. You cannot leave your permit.**